

ADMINISTRATIVE-INTERNAL USE ONLY

8 November 1985

MEMORANDUM FOR: C/NIC
FROM: NIO/EA
SUBJECT: Tuesday Staff Meetings

I strongly support continuing the Tuesday staff meeting. If we are to function as a Council rather than individuals, it is important that we take time to meet together regularly. Sessions twice a week that help keep us in touch with you and the activities of our colleagues do not seem excessive. I can understand, however, that meetings which simply communicate routine activities and administrative matters week after week could cause you to question whether they were really worth your time and effort. In fact, I view the current format of Tuesday-Thursday meetings too much of a bad thing. One standard staff meeting a week is indeed sufficient. But, I think adding a substantive exchanging once a week makes good sense.

I recommend that you turn one of the sessions into an analytical forum. Members of the Council would submit ideas and problems to you for discussion before the group. You could select one or more of these topics for each meeting or suggest others that were more relevant to your own activities that week. Issues that involved several NIOs would be particularly interesting. Although discussions of the process of intelligence would be permissible, recitations of upcoming activities and administrative matters would not. Such an approach could have an educational value for all of us and emphasize working together, sharing ideas and learning from each other.


Carl Ford

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